PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	08/02/2022	Prepared by	K. Mounika	Serial no.	**14330**
Supplier name	Veesamsetty Srinivas			HO inward no.	
Firm/Company	NE	Project	NE	HO received date	
PO/WO date	11/01/23	PO/WO No.	96025	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3079	31/01/23	24,933/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	24,933/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116892	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	24,933
Amount E – PO / WO value:	24,933
Amount F – Difference (A – E):	–
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	13/02/2023
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	K. Mounika	Veer			
Sign:	[signature]	APPROVED			
Date	08/02/2023	08 FEB 2023			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

STIN : 36ABHPV6650M1ZX

TAX INVOICE

Cell : 9246154402

VEESAMSETTY SRINIVAS

HARDWARE, PAINTS, PLYWOOD, ELECTRICAL, SANITARY, P.V.C. & C.P.V.C. FITTINGS

Shop No. 1-6-287, Kandozi Bazar, Near General Bazar, Secunderabad - 500 003.

credit

To,
M/s. Nilgiri Estates
IInd Floor M.G. Road Sec-bad

Party's GST No. 36AAHFN0766F1ZA

Invoice No. 3079
Date : 31/1/2023
P.O. No. 96025/175570 Dt. 19/1/23

Sl. No.	HSN Code	QTY.	Particulars	Rate Per Unit	18% GST AMOUNT	
1.	3209	5x	4 ltrs Indigo yellow "	2113/-	10,565	00
2.	3209	5x	4 ltrs Indigo gun grey	2113/-	10,565	00

INWARD
No. 22983
B: 116892 Dt. 31/1/23
Nilgiri Estates

SUMMIT SALES LLP
IN WARD
No. 105353
Date: 3/2/23
Sign:
R.R. DIST.

Goods once sold will not be taken back or exchanged.
Interest @ 24% will be charged, if payment is not made by the due date.
Subject to Secunderabad Jurisdiction only.

E. & O.E.

TOTAL	21,130	00
SGST	1901	70
CGST / IGST	1901	70
Round Off		
TOTAL BILL VALUE	24,933	40

Rupees (in words) Rs 24,933/40 "

Receiver's Signature

For VEESAMSETTY SRINIVAS
V. Sa...

 11-01-2023 10:12:35 AM

Purchase Order

96025
10.01.23 4:03:08

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Veesamsetty Srinivas	**Doc No**	96025	175570
Shop no. 1-6-287, Kandozi Bazar, Near General Bazar, Secunderabad - 500003	**Doc Date**	11-01-2023	
	Quote No	nil	
GSTIN 36ABHPV6650M1ZX	**Quote Date**	10-01-2023	
040-66204402 9246154402	**SupplyType**	Supply	

Kind Attn : Mr. V. Satish

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	853900 - PAFP-Paints - Floor paint-Yellow-Indigo - 4Ltrs - can	5.00	2,113.00	0.00	18.00	12,466.70
2	727800 - PAFP-Paints - Floor paint-Grey-Indigo - 4Ltrs - can	5.00	2,113.00	0.00	18.00	12,466.70
					Total Order Value . . .	**24,933.40**

Rupees : Twenty Four Thousand Nine Hundred Thirty Three and Paise Fourty Only.

Terms and Conditions :-

Specification /	All items shall be of Indigo Brand
Payment Terms	100% Advance
Tax	Nil
Delivery Date	Next Day.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	24,933.40/-by cheque.....
Other Terms	We reserve the right to reject items not confoming quality and specifications.Above order for phase 2 curb stone work purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be

For ***Nilgiri Estates***

Authorised Signatory

Veena 11/1/23

Name : ______________________

Accepted the above Terms And Conditions

For ***Veesamsetty Srinivas***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	NE	Date:	10.01.23			
Site & Phase :	NE	Time:	12:10			
Unit No./Block No.						
Supplier:		Req. No.	175570			
Material required before date:	12.01.23	ID No.	83344			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	PAIN8539-Paints -Floor paint-Yellow-Indigo-4Ltrs-Can 75357	5	0	5		
2	PAIN7278-Paints -Floor paint-Grey-Indigo-4Ltrs-Can	5	0	5		
3	96025		0	0		
4			0	0		
5			0	0		
6						
7						
8						
9						
10						
Remarks:	for phase 2 curb stone work purpose .					
	Engineer	Project Manager		Purchase APPROVED		MD
Prepared By:	A.Sravani			11 JAN 2023		
Approved By:	Vijay Raj			P. VENKA… MANAGER … PURCHASE		
Sign & Date:						